



2016

Workplace Safety and Health

Safety and Health
Never Goes Out of Style



Washington State Department of
Labor & Industries

Division of Occupational Safety and Health

ONE STEP TO



ETERNITY

Falls from Elevation

Falls are a leading cause of work-related deaths and account for more than half of worker hospitalizations across all industries in Washington State.

Fall hazards today are the same as they were when this poster was created decades ago and are just as deadly. Fall hazards exist anytime employees are working at heights where the sides, edges, floor holes and wall openings are not properly guarded or if they are working above or adjacent to dangerous equipment or machinery.

Take the time to identify fall hazards in your workplace, and take the proper steps to prevent them so that no employee is at risk of taking “one step to eternity.”



DECEMBER 2015						
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JANUARY 2016

FEBRUARY 2016						
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17	18 Martin Luther King Jr. Day	19	20	21	22	23
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Weekly Safety and Health Tips

1. Guard every floor opening, overhead platform, elevated work station or area where a worker could fall into or onto dangerous machines or equipment below.

2. Develop, implement and commit to a fall-protection program.
3. Plan ahead when working from heights, such as from ladders, scaffolds and roofs.

4. Provide the right safety gear for the job and inspect it regularly for wear, tear and proper installation.
5. Train workers to recognize hazards and to use fall-protection gear properly.

the
INVISIBLE
KILLER...



Struck by Electricity

Working with or around electricity has long been recognized as a serious workplace hazard, and workers in many industries and professions are at risk. Direct contact with an energized source can cause instant death. Indirect contact with equipment, a ladder, a long-handled tool or aerial lifts can cause serious burns, blindness, loss of extremities and death.

Working within 10 feet of overhead power lines increases the risk of electric shock from accidental contact with these lines.

Always treat all overhead power lines as though they are live and can kill you!



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FEBRUARY 2016

MARCH 2016						
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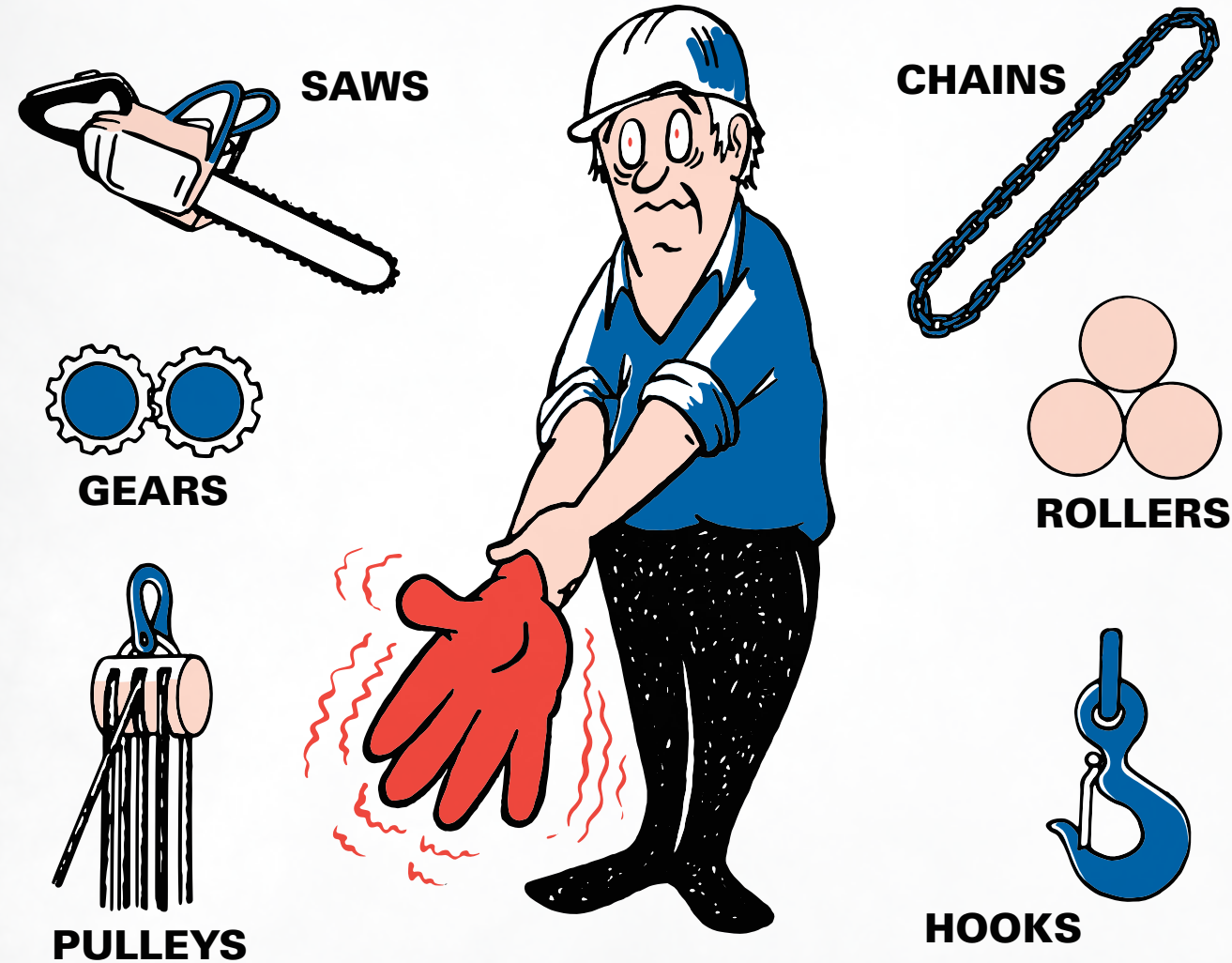
Weekly Safety and Health Tips

1. Treat all overhead power lines as energized.

2. Before beginning any work on a construction site, survey the site for overhead power lines. If lines are present, provide training to employees and discuss it regularly during the duration of the job.
3. If you work with long-handled tools and ladders or move irrigation pipes, always be aware of overhead power lines.

4. When using an elevated work platform, survey the area first for hazards such as overhead high-voltage lines.
5. Ask the local utility company if power lines can be shut off while working near them. If not, work closely with the utility to come up with a viable solution.

GET A GRIP ON HAND SAFETY

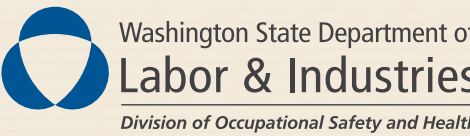


Caught in/by Equipment

Saws, chains, rollers, gears, pulleys and hooks are common hazards on many job sites, just as they were when this poster was created 50 years ago.

Injuries to the hands and fingers account for thousands of workers' compensation claims each year. Many injuries result from a combination of factors.

Safeguards are essential for protecting workers from preventable injuries. There are many ways to safeguard machinery to prevent employee contact with a moving part. It starts by recognizing the hazards and using proper guarding and lockout/tagout procedures.



LOOK OUT for PINCH POINTS

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MARCH 2016

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13 Daylight Saving Time Begins	14	15	16	17	18	19
20 First Day of Spring	21	22	23	24	25	26
27	28	29	30	31		

Weekly Safety and Health Tips

1. Identify dangerous parts of machinery and the hazards associated with each part.
2. Train employees often in the proper use of safeguarding and personal protective equipment.
3. Involve workers in identifying hazards.
4. Use effective lockout/tagout procedures to ensure machines and circuits are safely shut off during maintenance and repair.
5. Be certain that safeguards are secure, tamper-resistant and durable.

READ ALL LABELS BEFORE USING



Toxins/Chemicals

Thousands of products and materials found in today’s workplaces contain hazardous chemicals that can cause health problems, from minor skin irritations to serious injuries or diseases like cancer. Most industrial chemicals are hazardous, including many cleaning products used in workplaces.

Never assume a chemical is safe! This vintage poster’s advice to “Read all labels before using” is the surest way to know the hazards of a particular chemical and how to protect your employees from potential irreversible health problems.

Other toxic/chemical hazards include toxic smoke inhalation, silica dust, lead fumes or dust, asbestos, hazardous drugs, respiratory hazards, flammables and improper storage. If any of these hazards exist in your workplace, be certain you have an effective chemical hazard communication plan and that all your employees are trained.



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APRIL 2016

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24	25	26	27	28 International Workers' Memorial Day	29	30

Weekly Safety and Health Tips

1. Inform and train employees about hazardous chemicals in your workplace and review the Safety Data Sheets (SDS).

2. Minimize activities with open containers, and establish safe work practices to prevent splashes or release of chemicals.
3. Make sure the emergency eyewash and shower are immediately accessible and can be activated in one second or less.

4. Improve ventilation so you don’t inhale hazardous vapors.
5. Use chemical-splash goggles and a face shield instead of safety glasses, when appropriate.

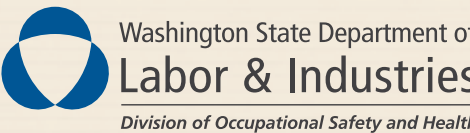
UNNECESSARY TRIP



Sprains and Strains Prevention

Carrying heavy or bulky items is hard enough without having to fight your way through a cluttered work area! Sprains and strains are the most common injury type in Washington workplaces in nearly every industry, and slips, trips and falls are frequent causes.

In this vintage poster, a combination of those causes is contributing to the “unnecessary trip” this worker is about to experience. Clearly, his trouble was preventable. These types of incidents can be prevented with proper training, good housekeeping and spotting and correcting the hazards before someone gets hurt.



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MAY 2016

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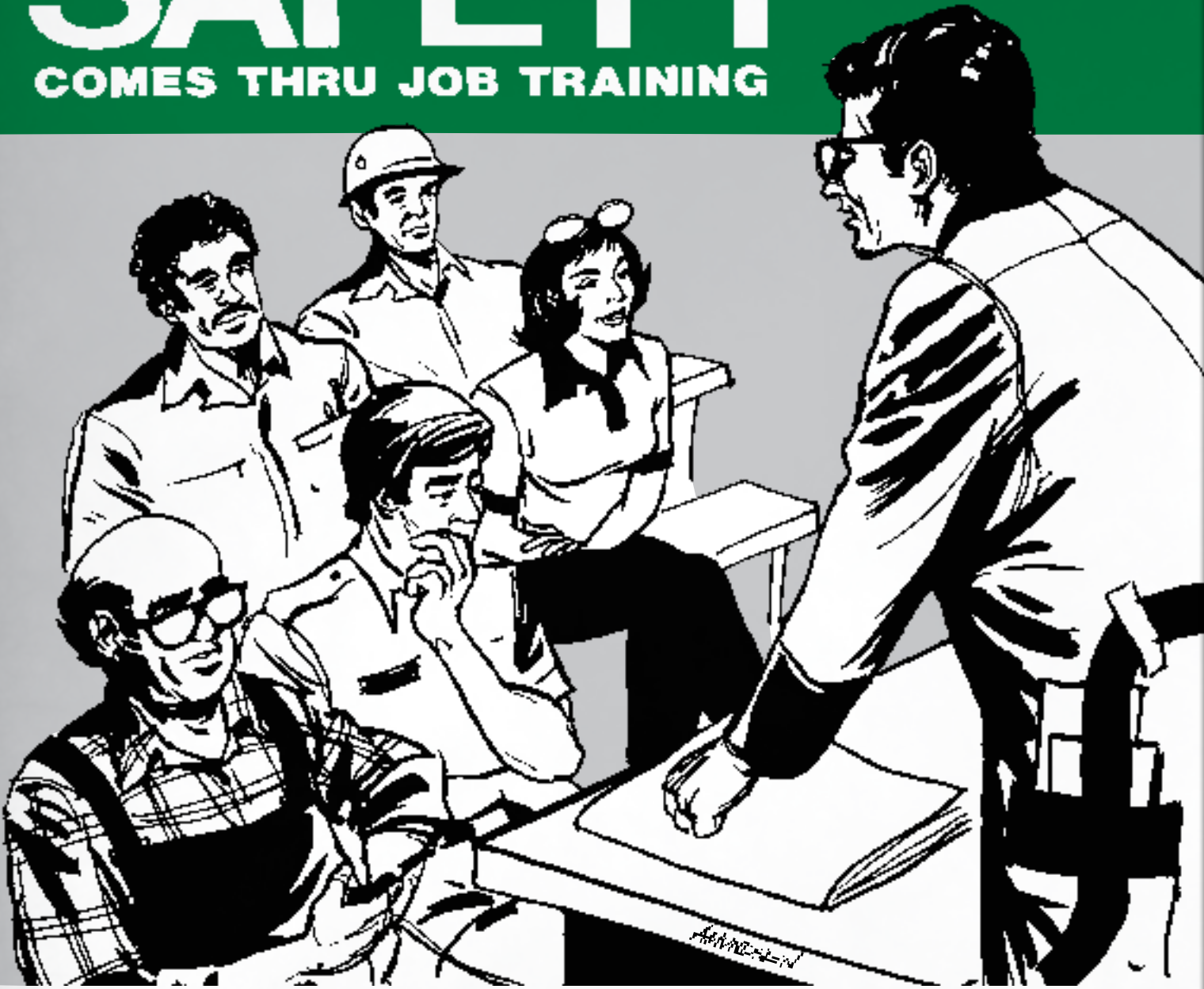
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29	30 Memorial Day	31				

Weekly Safety and Health Tips

1. Carry items close to your body, and don't block the view of where you are going.
2. Avoid twisting while lifting; move your feet instead. Don't lift more than is comfortable for you.
3. Check regularly for slip, trip and fall hazards in work areas, parking lots, walkways, stairwells and storage areas.
4. Involve employees and encourage them to spot, report and correct hazards before someone gets hurt.
5. Wear slip-resistant shoes to prevent falling on wet floors.

SAFETY

COMES THRU JOB TRAINING



Job Training

Safety training is an essential part of running a business and is one of an employer’s most important responsibilities. Without it, workers might not recognize a hazard and would be at risk for a serious injury, an occupational illness or, even worse, death.

Learning a lesson the hard way—by accident—doesn’t affect just workers. It also puts businesses at risk of lost productivity, discouraged employees, higher workers’ compensation costs and safety violations.

Safety training has been an important part of L&I since the 1960s when the Safety Education Division was created. L&I still offers posters, publications and workshops, just as back then. We also offer many online resources to help employers meet their training needs. Learn more at www.Lni.wa.gov/Safety.



NOT BY ACCIDENT

MAY 2016						
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JUNE 2016

JULY 2016						
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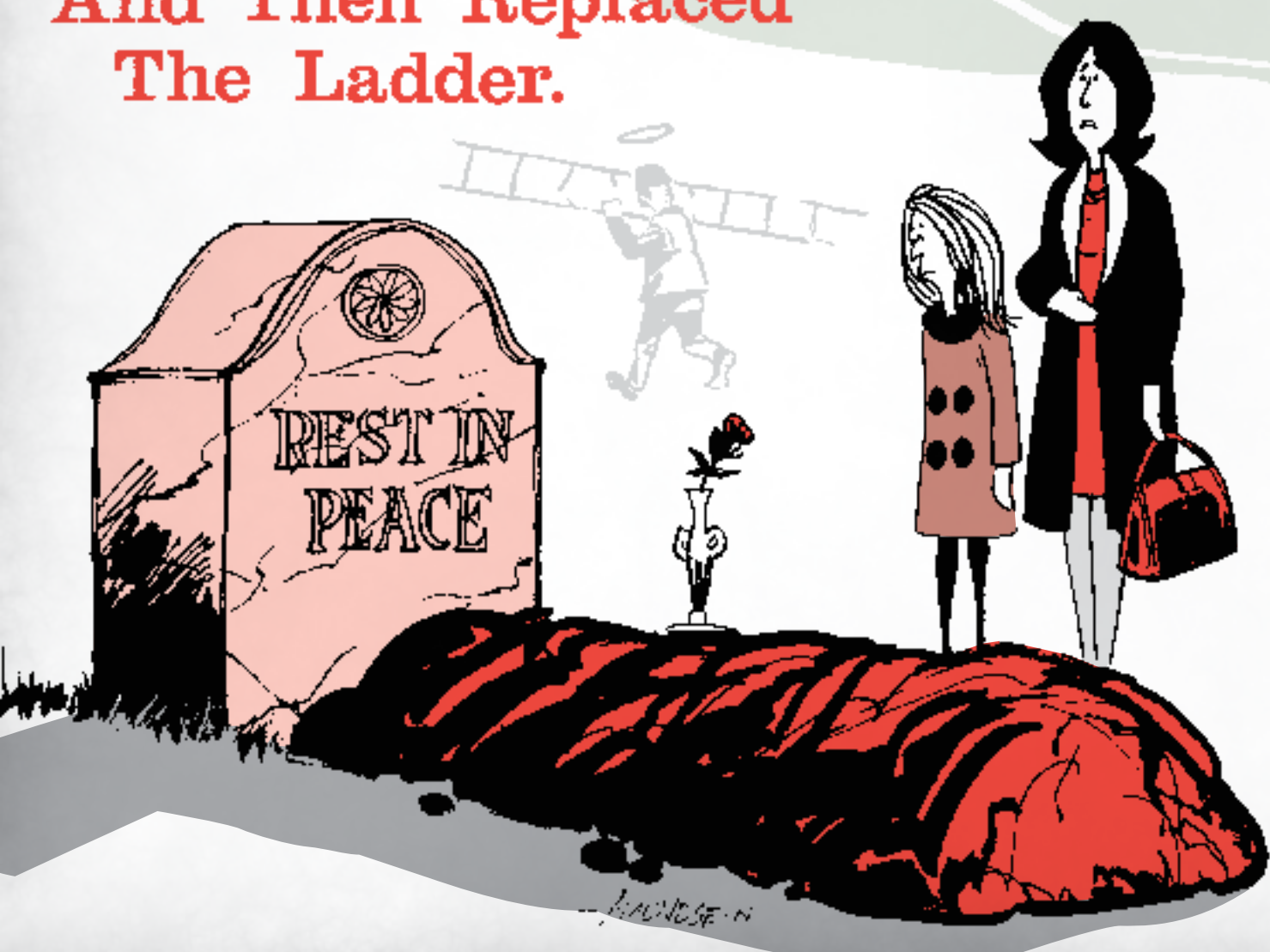
Weekly Safety and Health Tips

1. Give your employees specific training on the hazards of their jobs and how to operate equipment and tools.

2. Retrain employees when equipment or processes change or as needed to ensure they know how to do their jobs safely.
3. Talk with employees about near misses and safety concerns.

4. Use a variety of training methods, such as hands-on training, a workshop or safety conference, or use L&I videos and online training modules. Make it interactive and interesting.
5. Don't rely on new employees' prior experience. You don't know the quality of training they received and the circumstances may have been different. All employees need specific training.

He Thought This Time
He'd Take A Chance.
It Really Wouldn't Matter.
They Buried Him Just
Yesterday
And Then Replaced
The Ladder.



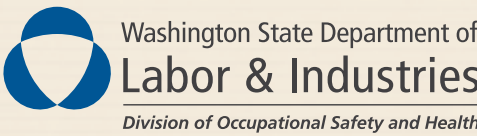
Falls from Elevation

Every year, many workers in Washington State are seriously injured from falling off ladders at work. These injuries include dislocated limbs, broken bones, head injuries, and in a few cases each year, death.

Workers in many different industries are at risk of ladder-related injuries, especially construction, retail and orchard workers. Anyone who uses a ladder at work, no matter the job, is at risk and needs to be trained on how to use a ladder safely.

One cause of injuries is when a ladder is defective or not in good condition, as was the case in the poem on this vintage poster.

Don't risk an early grave!
Inspect ladders to make sure they are safe to use and know how to use them properly.



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JULY 2016

AUGUST 2016						
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Weekly Safety and Health Tips

1. Select the proper ladder for the job, and train employees for the type of ladder they are using.

2. Inspect a ladder before using. Take defective ladders out of use and label them "Do Not Use."
3. Follow a 4-to-1 ratio to prevent sliding when using a portable ladder. Extend the ladder 3 feet above the top support point.

4. Place the ladder on a substantial and level surface and not on movable objects.
5. When going up and down a ladder, face the ladder and hold onto the side rails.

DOES THIS RING A BELL?

WEAR
YOUR
HARD
HAT



Assaults/Struck by Objects

Being assaulted or struck by an object is a common cause of serious workplace injuries and deaths. The causes include workplace violence, moving vehicles, forklifts, electricity, and moving or falling objects.

Wearing a hard hat in workplaces where there is a possibility of being struck on the head by falling or swinging objects has been an essential safety requirement in many jobs for decades.

Any time there is a risk of workers being struck by something or someone, employers need to assess the hazards, take steps to reduce or eliminate exposure to the hazard and train workers to be aware and be safe.



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AUGUST 2016

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Weekly Safety and Health Tips

1. Wear hard hats whenever there is a risk of head injury from impact or from falling or flying objects.

2. Use Job Safety Analysis to identify hazards where a worker could be struck by an object, a moving vehicle, machinery, falling objects, etc., and take steps to reduce or eliminate the hazards.
3. Barricade overhead hazard areas, post warning signs and avoid working under those areas.

4. Talk with employees about routine tasks, near misses and safety concerns.
5. Evaluate your workplace for workplace violence, which can include physical violence, harassment, intimidation or other threatening disruptive behavior.

A SHORT-CUT



Can be the
quickest way
to get where
you weren't
going.

Caught in/by Equipment

Most workers wouldn't think of doing something as dangerous as taking a shortcut over a moving chain or assembly line or climbing up on a flimsy cardboard box, like the worker in this poster. But anytime you bypass safety measures instead of using proper procedures, you risk ending up where you weren't going, which could be to the emergency room.

Moving machinery is unyielding, and in an instant you can be caught or pulled into it or suffer an amputation or crushing injury.

This poster may look old-fashioned but the message is timeless: Don't take shortcuts when it comes to safety!



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SEPTEMBER 2016

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4	5 Labor Day	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22 First Day of Fall	23	24
25	26	27	28 65th Governor's Industrial Safety and Health Conference, Spokane Event info: www.wagovconf.org	29	30	

Weekly Safety and Health Tips

1. Involve employees in identifying hazards associated with each piece of machinery.
2. Train employees and stress the importance of proper safeguarding and procedures.
3. Avoid wearing loose clothing and jewelry and keep long hair tied back.
4. Use effective lockout/tagout procedures to ensure machines and circuits are safely shut off during maintenance and repair.
5. Create a culture of safety by making it a workplace priority.

BEFORE ENTERING VENTILATE



Gases
Can...

burn, explode
and asphyxiate

Toxins/Chemicals

If you think the workspace in this poster looks dangerous, you’re right! This vintage poster represents a “confined space,” an area large enough for a worker to get inside for maintenance or repair and with limited entry and exit.

Even though this poster was created nearly half a century ago, confined spaces still exist in many workplaces today. Tanks, storage bins, utility vaults, silos and pits are a few examples. Deadly hazards that may be present include toxic chemicals, limited oxygen, carbon monoxide, flammable gases and dusts and entrapment.

All confined spaces must be assessed to determine if they require a permit for entry, and workers must have special training, PPE and written procedures to ensure safety in the face of many possible hazards.



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OCTOBER 2016

NOVEMBER 2016						
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9	10 Columbus Day: Washington State government open	11	12	13	14	15
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Weekly Safety and Health Tips

1. Train employees about hazardous chemicals in your workplace and review the Safety Data Sheets (SDS).

2. Treat every confined space you encounter as a permit-required space unless you have proof that there are no hazards in the space.
3. Make sure employees know and understand the hazardous conditions and their duties, if they work in a confined space.

4. Prevent unauthorized personnel from entering the confined space.
5. Verify that safeguards are in place and that rescue services are available and can be quickly summoned.

Bend Your Knees LIFT WITH EASE



1. POSITION FEET AND BODY.

2. BEND KNEES (SQUAT).

3. KEEP BACK UPRIGHT (RIGID).
4. LOAD CLOSE TO BODY.

5. DON'T JERK OR TWIST.

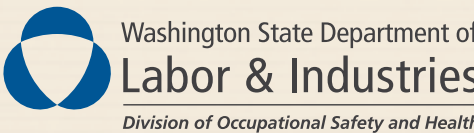
6. DON'T OVERLOAD.

Sprains and Strains Prevention

The safe lifting tips shown here are just as important today as they were when this poster was first created. In today's workplaces, sprains and strains are the most common source of employee injuries, accounting for about 42% of all workers' compensation claim costs.

Lifting is a necessary part of many jobs, so it's important to take steps to prevent back strains and sprains. For example, use mechanical lifting devices whenever possible and always use proper lifting techniques, as shown in this poster.

L&I offers no-cost one-on-one consultations with employers to help find and fix hazards that cause sprains and strains, as well as many online resources. Get help at www.Lni.wa.gov/Safety/SprainsStrains.



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NOVEMBER 2016

DECEMBER 2016						
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6 Daylight Saving Time Ends	7	8	9	10	11 Veterans Day	12
13	14	15	16	17	18	19
20	21	22	23	24 Thanksgiving Day	25 Washington State government closed	26
27	28	29	30			

Weekly Safety and Health Tips

1. Think twice, lift once! Lift first with your mind, then with your body.

2. Don't lift items that are heavy or awkward; ask for help.
3. Whenever possible, use carts, hand trucks and other equipment in place of lifting and carrying heavy items.

4. Store heavy and frequently used items on shelves between waist and chest height to avoid bending and reaching.
5. Plan your work to avoid unnecessary lifting. Try not to lift the same item more than once.

OSTRICH SECURITY

YOU CAN'T ESCAPE HAZARDS
HIDING YOUR HEAD IN THE SAND



Job Training

Trying to ignore a hazard can really come back to bite you, as this ostrich is about to find out! If you’ve ever felt overwhelmed by trying to train your workers to be safe, don’t stick your head in the sand. Instead, come to L&I for help.

At the L&I Safety & Health website, you’ll find step-by-step basics to create your workplace safety program, along with sample safety programs you can customize.

To help you with your employee training needs, L&I offers training materials like videos, posters and publications, training kits, and other resources so that you can offer customized training to your workers.

Need more help? Consider a free workshop or a one-on-one, confidential safety and health consultation. All of these resources and more are available at www.Lni.wa.gov/Safety.



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DECEMBER 2016

JANUARY 2017							
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18	19	20	21 First Day of Winter	22	23	24
25 Christmas Day	26 Washington State government closed	27	28	29	30	31

Weekly Safety and Health Tips

1. Use your safety bulletin board to reinforce safety messages and post educational materials.
2. Send employees to specialized training, seminars and/or safety and health conferences.
3. Retrain employees when work processes change, new hazards are identified or when an injury or near-miss incident occurs.
4. Encourage employees to raise concerns, and address their concerns with positive changes.
5. Celebrate success by recognizing employees for safe and healthy work practices.

For employers

Get a free safety and health consultation. L&I consultants can help you prevent workplace injuries and illnesses and even save money on your workers’ compensation premiums. A consultant can visit at your convenience and:

- Explain the safety and health rules for your business.
- Review or help develop your required safety and health programs.
- Provide a risk assessment and offer suggestions for effectively managing claims.

Consultants will not cite you for safety or health hazards, but will give you time to fix the hazard(s)

and help you with correction options. For more information, visit www.Lni.wa.gov/SafetyConsultants or call the L&I office nearest you.

For workers

Although you must follow the safety and health rules that apply to your job, everyone has the right to a safe and healthy workplace.

If you notice a safety or health hazard at your worksite, tell your employer. If your employer fails to take action, you can contact L&I. Your employer cannot discipline you or retaliate against you in any way for notifying L&I about a hazard or for filing a complaint. Learn more about your rights at www.Lni.wa.gov/WorkPlaceRights (click on Complaints/Discrimination) or call 1-800-423-7233.

Workplace safety and health services at everyone’s fingertips

- **A to Z Topics:** Instant access to a wide range of topics, plus rules and research: www.Lni.wa.gov/Safety/Topics/AtoZ.
- **Online Training:** Courses, training kits, workshops and more. Take a look: www.Lni.wa.gov/Safety/TrainingPrevention/Materials.
- **Online Videos:** Online safety and health videos covering many general and industry-specific topics, as well as short one-minute videos to raise awareness about everyday hazards. Find them at: www.EyeOnSafety.Info.
- **Free Publications and Posters:** Visit www.Lni.wa.gov/Safety/GettingStarted/RulesRequirements for a free copy of any poster required for the workplace and other safety and health publications.
- **Rules:** Find current laws, rules and policies at www.Lni.wa.gov/SafetyRules. For emails about new rules, changes, hazard alerts and other news, sign up at www.Lni.wa.gov/Main/Listservs/SafetyStandards.asp.
- **Spanish:** Visit www.Lni.wa.gov/Spanish for L&I’s Spanish-language website. For posters and other publications in Spanish, go to www.Lni.wa.gov/FormPub and select “Spanish Language Documents.”

Free safety and health workshops

If you’re unsure how to fill out an OSHA-300 form, dread creating your own Accident Prevention Plan or aren’t certain how a respirator should fit, consider attending an L&I workshop. L&I offers free workshops on a variety of subjects all year long at most of the agency’s 19 offices.

Topics cover such hazards as lead, outdoor heat, back injuries and falls, while other workshops discuss how to develop a safety committee, the basics of accident investigation or provide a general introduction to L&I for small businesses.

A workshop schedule is available at www.Lni.wa.gov/Safety/TrainingPrevention/Workshops.



Keep Washington Safe and Working



L&I’s goal for Washington State is to Focus on FACTS to prevent the leading causes of worker fatalities, serious injuries and occupational diseases. At L&I we will seize every opportunity to find and fix these workplace hazards.

FACTS represents five main categories of hazards that are the most frequent causes of fatalities, serious injuries and diseases.

Falls: Ladders, roofs, elevated/suspended platforms, decks, towers, uneven walking surfaces, tripping hazards, falls to same level.

Assaults/struck by objects: Workplace violence, moving vehicles, traffic exposure, forklifts, contact with electricity, logging/tree-trimming, projectiles from explosions.

Caught in/by equipment: 4-foot excavations, confined space entries, emergency equipment maintenance, cleaning, blockages, overriding machine safety guards.

Prevent Fatalities and Hospitalizations
FOCUS ON FACTS
www.Lni.wa.gov/FACTS

FALLS
ASSAULTS/STRUCK BY OBJECTS
CAUGHT IN/BETWEEN
TOXINS/CHEMICALS
SPRAINS/STRAINS

Toxins/chemicals: Toxic smoke inhalation, silica dust, lead fume/dust, asbestos, hazardous drugs, respiratory hazards, hazardous chemical processing, flammables, incompatible storage.

Sprains/strains: Materials handling, falling/lifting clients/patients, slippery walking surfaces, awkward lifts and twisting, weights above 35 lbs., repetitive motion, physically feeding product into processes.

Employers and workers: You benefit by being familiar with the kinds of hazards represented in Focus on FACTS. If these hazards exist in your workplace, be sure you know how to protect yourself from hazardous exposure.

Call the L&I Office nearest you

Workplace safety and health specialists from L&I’s Division of Occupational Safety and Health (DOSH) are available to assist you.

Aberdeen	360-533-8200
Bellevue	425-990-1400
Bellingham	360-647-7300
Bremerton	360-415-4000
East Wenatchee	509-886-6500 or 1-800-292-5920
Everett	425-290-1300
Kelso	360-575-6900
Kennewick	509-735-0100 or 1-800-547-9411
Moses Lake	509-764-6900 or 1-800-574-2285
Mount Vernon	360-416-3000
Port Angeles	360-417-2700
Pullman	509-334-5296 or 1-800-509-0025
Seattle	206-515-2800
Spokane	509-324-2600 or 1-800-509-8847
Tacoma	253-596-3800
Tukwila	206-835-1000
Tumwater	360-902-5799
Vancouver	360-896-2300
Yakima	509-454-3700 or 1-800-354-5423

Safety and Health Never Goes Out of Style

The Washington State Department of Labor & Industries would like to acknowledge the artists behind the vintage posters used in this calendar.

The original art in the posters was created beginning in the 1960s by graphic artists who were hired to work in L&I's new Safety Education Division.

Many of the posters are the work of Johnny Miltenberger, a graphic artist at L&I for more than 27 years. Johnny's previous experience was as an animator and illustrator for Walt Disney Productions. This influence can be seen in the poster for December, where a tiger looking very much like Shere Khan from *The Jungle Book* represents an imminent hazard.

The graphic artists used humor and other attention-grabbing illustrations to depict workplace hazards and present safety messages. Today, graphic designers use photographs, computer animation, design software, video and other mediums to develop materials that promote safe and healthy workplaces.

Whether your tastes tend toward the nostalgic or contemporary, one thing is certain: style may change but our message of safety and health in Washington State never goes out of style.



This calendar lists federal holidays and/or the days the federal holidays are observed in 2016.

Note: Washington State government is open on Columbus Day and closed the day after Thanksgiving.

We oriented the back cover so you can read it while the calendar is on the wall.



Washington State Department of
Labor & Industries
Division of Occupational Safety and Health

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Division of Occupational Safety and Health



www.Lni.wa.gov/Safety



1-800-423-7233